



**Austin City Code Amendment
CITY OF AUSTIN
RECOMMENDATION FOR COUNCIL ACTION**

**AGENDA ITEM NO.: 41
AGENDA DATE: Thu 12/01/2005
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SUBJECT: Set a public hearing to approve an ordinance amending Section 2-1-202 of the City Code relating to Historic Landmark Commission meetings and procedures; and amending Section 25-2-358 of the City Code relating to notice of historic designations. (Suggested date and time: January 12, 2006 at 6:00 p.m., City Hall Council Chambers, 301 West 2nd Street.)

AMOUNT & SOURCE OF FUNDING: N/A

FISCAL NOTE: N/A

REQUESTING Neighborhood Planning **DIRECTOR'S**
DEPARTMENT: and Zoning **AUTHORIZATION:** Alice Glasco

FOR MORE INFORMATION CONTACT: Steve Sadowsky, 974-6454; Sylvia Arzola, 974-6448

PRIOR COUNCIL ACTION: N/A

BOARD AND COMMISSION ACTION: N/A

The Neighborhood Planning and Zoning Department (NPZD) is initiating a code amendment to Section 2-1-292 of the City Code relating to Historic Landmark Commission meetings and procedures and Section 25-2-358 relating to notice of historic designations.

Section 2-1-292(D) currently requires that the minutes of each Historic Landmark Commission meeting be filed with the City Clerk. This amendment will delete Subsection D to provide that the minutes be filed with the historic preservation office at NPZD. This is in accordance with the Local Government Records Control Schedule which requires that the creating department be the custodian of the minutes.

Section 25-2-358 currently requires that the City Clerk file notice of historic designation with the appraisal district. This amendment will provide that the notice be filed by the historic preservation officer.